

The Pipeline

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May Employee of the Month Announced

By Margaret Davis Harney, CFC - Communications

The Cabinet for Families and Children selected **Charlotte Riddle** of the Division of Child Support as Employee of the Month for May, representing First City Complex.

Riddle began her career with state government in 1987 when she joined the Finance Cabinet. She transferred to child support in 1989, where she is now "the most productive worker in our section," said Michael Phillips, who nominated Riddle for recognition.

In addition to being of high quantity, Riddle's work is of excellent quality, Phillips said. "She has excelled at a very tough job in the very hard and very trying intercept section of child support."



Riddle was also praised for her cheerful attitude. "She's a pleasure to work with," Phillips said. "Her husband is seriously ill, but she doesn't let it get her down."

CFC selects two outstanding employees each month for special recognition – one from staff working in the Human Resources Building and one from staff at First City. Their peers, either co-workers or workers from another office or branch of CFC, nominate employees for the honor, and a rotating panel selects the monthly winners.

There were no nominees from the Human Resources Building for May Employee of the Month, but that certainly doesn't mean there is a lack of worthy employees. Everyone knows someone who is deserving of recognition. Take a minute to nominate someone whose work, service to staff, or service to the public is consistently outstanding. Nominations for June Employee of the Month are due by June 15.

For more information, or to submit a nomination, contact Charlene Nation or Carmen Maxson of CFC's Employee Services Branch, CHR-5, phone 564-7770. Nominations may also be submitted by e-mail. ❖

Year 2000 Team to Hold Summit June 17

By Margaret Davis Harney, CFC- Communications

The opportunity to learn everything you may need to know about Y2K, the year 2000, is coming June 17 to Frankfort's Farnham Dudgeon Civic Center. The all-day event, billed as the Y2K Summit, is offered to everyone – private citizens, small businesses and industry representatives, local governments, local school districts and representatives from higher education, and state agencies. Learn how to personally prepare for Y2K, and also learn how others you depend on for important services have prepared.

The event will include panel discussions with representatives from the following areas:

- Utilities, financial institutions, and insurance
- Small Business, industry, and agriculture
- Local government, education, and law enforcement/corrections
- Personal preparedness, social services, and medical industry

Keynote speakers include John Koskinen, an assistant to President Clinton and chair of the President's Council on Year 2000 Conversion; Crit Luallen, secretary of Gov. Paul Patton's executive cabinet, and Aldona Valicenti, state government's chief information officer.

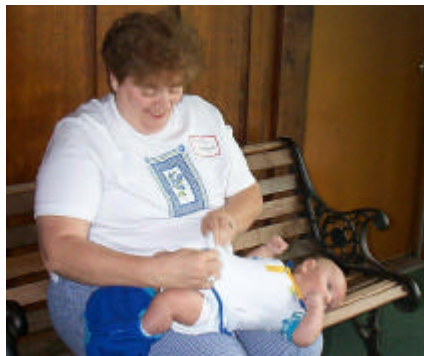
A registration form is on the Internet at: www.state.ky.us/year2000/registration.htm. Registration is requested before June 11 to determine an accurate count for lunch, which will be available for purchase at the Summit.

The registration form may be completed electronically or mailed to:

Commonwealth of Kentucky
Year 2000 Project Team
101 Cold Harbor Drive
Frankfort, KY 40601

For more information, see the Commonwealth of Kentucky Year 2000 web site at www.state.ky.us/year2000/summit.htm.

As a foster parent who has cared for over 200 children, Shirley Hedges was a natural to fill in for reception organizer Diane Underwood, foster care specialist, when Master Underwood needed changing.



Foster Parents Honored for Service to Children

The Cabinet for Families and children has selected 16 couples and individuals as outstanding foster parents for 1999.

CFC sponsored activities throughout May, National Foster Care Month, to show appreciation to its foster parents, but the highlight was the announcement of the outstanding foster parent or couple from each of CFC's 16 regions. Each region's foster parent recruitment and certification employees selected an individual or couple to be recognized as a Regional Service Award recipient. The awards were presented at a reception at Lexington's Kentucky Horse Center May 18.

Approximately 6,000 Kentucky children are cared for in the state's foster care program each year, many of them because of abuse or neglect in the biological home, and there is a continuous need for more foster parents.

For more information on foster care or adoption, call Diane Underwood at (502)564-2147.



Paul and Sue Ayer, Service Award recipients from the Green River Region, recently celebrated their 50th wedding anniversary. They've been foster parents since 1966.

SFY '99 Closeout Update

STARS will be closing a week earlier this year because of implementation of MARS July 1, and the Cabinet for Health Services Financial Management and Reporting Branch, 5W-C, must receive all payments by June 30.

Refunds of 1998-99 expenditures will be posted to old year expenditure accounts if received in the Finance Cabinet Division of Accounts by July 2.

Travel Expense Vouchers, DOA-34, chargeable against old year funds must be received in the Division of Accounts by July 2. The travel must be received by June 30, 1999 in FMRB.

KAPS Generated Encumbrances & Obligations – Until July 2, an agency may process a Fiscal Year Advice of Change on KAPS POs for goods or services not received. This advice will liquidate the old year encumbrances. During the final week of old year processing, all remaining obligations and encumbrances related to KAPS requisitions and purchase orders will be liquidated by Journal Vouchers.

Procurement Card Payments – Payment documents for procurement card purchases prior to June 17 must be both physically in hand in the Division of Accounts and electronically on the STARS Pending File by 4:30 p.m., July 2 to be paid from 1998-99 funds.

IMPORTANT: Do not wait until June 30 to send all payments for processing.

Sick Leave Needs

Susie Miller, an employee of CFC's Community Based Services in Fulton, needs donated sick leave. She has been on medical leave for back surgery since January. To donate time, contact Gary Brooks at (270)472-1638.

Ruth Wilhoite of CFC's Family Support, also had back surgery and will be on leave for eight to nine months. To donate leave time, contact Charlene Nation or Carmen Maxson at (502) 564-7770.

Donna Aldridge of the Division of Laboratory Services in the Dept. for Public Health is currently on extended sick leave after having surgery. Contact Regina Hutcherson at (502)564-4446 to donate time.

CHS-MARS Web Site Updated

The Cabinet for Health Services' MARS web site has been updated with the latest important agency information. Be sure to take a look at:

- News and Information
 - CHS-MARS progress report
 - Examples of major crosswalks
- Timeline
 - Completed MARS activities
 - What's next
- Glossary
- Stakeholder lists (Updated)
- Implementation Team
 - A Security Lead has been added.

To access the web site, go to:

<http://cfc-chs.chr.state.ky.us/chs/mars/index.html>

EMPOWER Offers Internet Shopping

Anyone with Internet access can now go shopping at Kentucky's state park gift shops without leaving home. A new EMPOWER program, KyDirect, offers direct access to many state government sales, as well as services, via the Internet at www.kydirect.net, effective May 17.



The program, operated by the Department for Information Systems, will save time and money for citizens needing services, and for state agencies that choose to become part of KyDirect. The Department of Fish and Wildlife Resources and state parks are the site's first tenants.

KyDirect operates like other Internet shopping sites, complete with a secure processing of credit card payments. Goods and services available on KyDirect include hunting and fishing licenses, gift certificates, registration for a workshop on Kentucky's native plants, subscriptions to free and paid publications, and much more. You can even purchase a birdhouse that's a replica of My Old Kentucky Home.



Central Office Notes and Activities

- **Memorial Day will be observed on Monday, May 31.** State offices will be closed on this day.
- **New CFC t-shirts are available for ordering now.** The shirts are stone-colored and are \$10 for S, M, L and XL; \$11 for XXL and XXXL. Call Bonnie Cox at (502) 564-5028 to place your order. She will also accept orders via email.
- **Renovation of third floor center is complete.** Contractors will be setting up the barrier wall and starting renovation of the third floor west end the week of May 24. This is the final phase of the renovation work being done in this complex.
- The **aerobics program** gets a workout every Tuesday and Thursday at 5 p.m. in the cafeteria. Call Beth Bates at (502) 564-7718 for more information.
- It's the time of year for a good **spring cleaning** in the CHR Building. Mark any excess boxes or general junk as "trash," and those items will be removed from the building. Refrain from stacking boxes on top of cabinets. For the sprinkler system to perform correctly, it is necessary to keep a minimum of 18" clearance below the ceiling. We all want to have a safer, cleaner and healthier work environment.

Customer Service Appreciation
(internally celebrating 1 year of CFC restructuring)

Is Coming June 14-18, 1999

Activities will include:

- ▼ *Lunch Time Motivational Speakers*
- ▼ *Internal Divisional Celebrations*
- ▼ *Divisional Informational Booths*
- ▼ *Divisional Open Houses*
- ▼ *Customer Service Awards/Prizes*

Pipeline, a weekly newsletter for employees of the Cabinets for Families and Children and Health Services, welcomes reader comments and contributions. Items for *Pipeline* are due by 4:30 p.m. each Tuesday. Items for intercom announcements are due by 4:30 p.m. each Monday. Call (502) 564-6786 or send information to Patricia Boler at Patricia.Boler@mail.state.ky.us